



Commander's Policy

414th Base Support Battalion

APO AE 09165



POLICY NO: 1-4 PROPENENT: AETV-HUB-H-CO DATE: 26 Jun 01

SUBJECT: Authority for Approval of Family Support Group Fund Raisers

1. References:

- a. DA Pam 60-8-47, 16 Aug 93, A Guide to Establishing Family Support Groups.
- b. USAREUR Reg 608-2, 26 May 94, Family Support System.
- c. AR 210-1, 14 Sep 90, Private Organizations on Department of the Army Installations and Official Participation in Private Organizations.
- d. USAREUR Reg 210-1, w/chg 1, 22 Feb 94, Private Organizations on Department of the Army Installations.
- e. AR 600-29, Fund Raising Within the Department of the Army.

2. The above references provide rules for handling Family Support Group (FSG) generated funds. Fund raising activities conducted on a military installation in the 414th BSB Area of Responsibility (AOR) will have the Base Support Battalion Commander's or his designees, prior written approval and will be restricted to the unit area. Family Support Group fund raisers are limited to the soldiers, civilian employees, and family members of the unit.

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3. In accordance with the above references, authority for approval of FSG minor fund-raisers is hereby delegated to the Area Support Team (AST) Commanders within the 414th SBS AOR. All FSGs must have prior written approval by their local AST Commander regardless as to which brigade or battalion they are associated. Approval must be posted in a visible public location during the fund raiser.

4. Family Support Group generated funds may not exceed \$1,000, except in rare cases to allow for a function in the near future. Example: The FSG is planning a Holiday Bowl. Known costs are \$3,000 (dinner \$2,100, rental \$250, and band \$650). With a written plan and contracts for services or supplies (ballroom, band, etc.), the FSG amount may exceed the \$1,000 and may even go as high as \$4,000 for a period of time because it has liabilities which off-set the excess assets. Liabilities should not be long-term. Family Support Group generated funds are considered informal private organizations (for example, organizations with a constitution and by-laws).

5. The definition of a major fund raiser is one that is open to the entire community. Based on this definition, it has been determined that FSGs' can not have fund raisers in common areas such as the post exchange, commissary, common area of finance, common area of the pose office or the consolidated mailrooms on a recurring basis. Requests for exceptions to this policy must be submitted to the BSB Commander 15 days in advance and will be considered on an individual basis. Exceptions will be granted only when all FSGs have equal opportunity to profit from the fund raiser.

6. FSGs will submit after action reports on fund raising activities to the 414th BSB, ATTN: Administrative Officer, Unit 20193, Box 0003, APO AE 09165-0003.

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7. This policy supersedes Commander's Policy Letter 1-4 dated 24 Mar 98.

JERRY L. MRAZ
LTC, AG
Commanding

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